



CITY OF HOUSTON

Annise D. Parker

Mayor

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November 20, 2013

SUBJECT: Letter of Clarification No. 1
Security Systems Installation and Repair Service for Various Departments

REFERENCE: ITB No.: S33-L24556

TO: All Prospective Respondents

This Letter of Clarification is issued for the following reason(s):

1. To revise section 1.1, page 9 of the Bid Terms and Specifications document and replace the page in its entirety with the attached page 9 marked "Revised, Tuesday, November 20, 2013.

When issued, Letter(s) of Clarification shall automatically become a part of the solicitation documents and shall supersede any previous specification(s) and/or provision(s) in conflict with the Letter(s) of Clarification. All revisions, responses, and answers incorporated into the Letter(s) of Clarification are collaboratively from both the Strategic Purchasing Division and the applicable City Department(s). It is the responsibility of the respondent to ensure that it has obtained all such letter(s). By submitting a proposal on this project, respondents shall be deemed to have received all Letter(s) of Clarification and to have incorporated them into their proposals.

If you have any questions or if further clarification is needed regarding this solicitation, please contact me.

Sincerely,

A handwritten signature in cursive script, reading "Conley Jackson", followed by a horizontal line.

Conley Jackson
Senior Procurement Specialist
Strategic Purchasing Division
832-393-8733

END OF LETTER OF CLARIFICATION 1

1.0 INVOICING:

- 1.1 All invoices shall be provided on a monthly basis. Each shall include the contract, ordinance number and serial number of equipment. All invoicing must be submitted in ~~triplicate~~ via electronic, fax or by mail, itemized as to quantity, description and pricing. Documentation for all services shall be provided with the invoice (i.e. work tickets, supplier invoices, etc.).
- 1.2 Invoicing shall identify unit costs by location and type of service or installation performed.

2.0 LABOR FOR INSTALLATION AND REPAIR SERVICES:

- 2.1 Labor for other services shall be charged at the labor charge per hour specified in the Contract Fee Schedule.
- 2.2 Contract time designation will be as follows:
 - 2.2.1 Standard Time will be 7:00 a.m. through 5:00 p.m. Monday through Friday.
 - 2.2.2 Overtime will be 5:01 p.m. through 6:59 a.m. Monday through Saturday morning, Saturday and Sunday Overtime will be 7:00 a.m. Saturday through 6:50 a.m. Monday and Holiday Overtime shall be any Official City of Houston Holiday approved by Houston City Council.
 - 2.2.3 The Contractor shall perform all necessary labor on the existing equipment to replace and/or install parts and components that fail during the term of the installation Contract. Once a part has failed and must be replaced, the Contractor must notify and seek approval from a Security Management representative prior to replacing the part. The Contractor will bill Security Management for only the time it took to replace the part. No travel allowances shall be provided by the City of Houston. All work performed by the Contractor shall be based on a fixed hourly rate.

3.0 EQUIPMENT MANUFACTURERS:

- 3.1 The General Services Department (GSD) and/or Public Works & Engineering Department (PWE) Security Technology Manager shall make the final determination as to whether all proposed equipment is an Approved Equal.
 - 3.1.1 Access Specialties, Inc. or Approved Equal
 - 3.1.2 PELCO Video Equipment or Approved Equal
 - 3.1.3 Bosch/Radionics Security Systems or Approved Equal
 - 3.1.4 Security Gate Operators (Hy-Security and Door King Systems) or Approved Equal
 - 3.1.5 Sigmax Security Inc. or Approved Equal
 - 3.1.6 Aiphone Intercom Systems or Approved Equal
 - 3.1.7 Panasonic CCTV Systems or Approved Equal
 - 3.1.8 AFI Fiber or Approved Equal
 - 3.1.9 Ademco Products or Approved Equal
 - 3.1.10 Adpro/Xtralis Products or Approved Equal
 - 3.1.11 Altronix Products or Approved Equal
 - 3.1.12 Axis CCTV or Approved Equal
 - 3.1.13 CyberLock/Videx System or Approved Equal
 - 3.1.14 Detection Systems or Approved Equal